

Case Management Meeting Agenda

Thursday March 29, 2007

- I. Welcome/ Introductions**
- II. Overview of Consumer-Directed Care Sub-Group Responsibilities**
- III. Discussion of Case Management Issues**
 - **Case Management Training Handbook**
 - **Care Management Agreement**
 - **Transitioning Consumers out of CDC Program back to Traditional Services**
- IV. Appointing Focus Groups**
- V. Timeline/ Goals/ Objectives**
- VI. Future Meeting Dates**
- VII. Responsibilities for Next Meeting**

Consumer Directed Care – Case Management Sub-Group

Date of Meeting: 3/29/2007

Minutes Prepared By: Pam McGarry

1. Purpose of Meeting

- Member Introductions
- Overview of Consumer Directed Care
- Discussion Topics for Consideration
- Define Goals and Objectives for Sub-Group
- Identify Items Needing Further Research
- Define Meeting Framework

2. Attendance at Meeting

<i>Name</i>	<i>Company</i>
April Charpoit, Lead	Independent Advocate/Consumer
Wendy Berry	Pima Health Systems
Rae Vermeal	Pima Health Systems
Vincent Integlia	Independent Consumer
Ramona Figueroa	Cochise Health Systems
Annabel Barrow	Cochise Health Systems
Maureen Giacomini	Cochise Health Systems
Pat Volle	DES/DDD
Curtis Garrett	AHCCCS
Gail Herbert	DIRECT Independent Living
Laura Holub	SCAN
Julianna Wagenvoord	Cochise Health Systems
Dawn Weiss	Pinal/Gila Long Term Care
Pam McGarry	Pinal/Gila Long Term Care
<i>Absent:</i> Frank Martinez and Carol Sanders, AHCCCS; Deb Morgan, Centene; Hal Myers, DES-Adult & Aging Services;	

3. Meeting Notes, Decisions, Issues

- Meeting called to order by April Charpiot. New member, Vinnie Integlia, introduced and shared his views on CDC and his experiences with CDC in other States.
- April reviewed the flyer that most received through e-mail that provided updates on the responsibilities and direction of the other CDC sub-groups.
- April reported on the decisions made through the CDC Steering committee, which include opening the CDC program up to all members/consumers. This has implications for case managers who will not be responsible for assessing potential CDC participants or making decisions about who is appropriate for CDC. Enrollment in CDC will be strictly a member/consumer choice. Also, the Member Sub-Group will be working on a consumer training manual, probably using a modified version of the Arkansas model. April anticipates that consumer training will not be mandatory but be available for consumers who can choose to receive training using the whole manual or just the parts they want. A question came up regarding the member's liability, particularly in regarding to Workman's Comp claims. April reported the Legal Sub-Group is working on this issue. Another question came up about background checks being required and April reported the Steering committee feels that since workers are not employees of an agency, background checks will not required but members/consumers can choose to do this if they feel it's needed.

This CM Sub-Group will need to complete the following tasks by 5/23/2007:

- A training manual for Case Managers
 - A member/consumer CDC Care Plan Agreement
 - Criteria and mechanism for disenrolling members/consumers from CDC back to traditional system of service delivery
- The sub-group members divided into 2 focus groups and are assigned to work on one of the task mention above as follows:
 1. Care Manager Training Manual – Rae Vermeal, Wendy Barry, Laura Holub, Curtis Garrett, April Charpiot, Dawn Weiss, Carla Stegner, Pam McGarry
 2. Member Care Plan Agreement – Julianna Wagenvoord, Maureen Giacomini, Annabel Barrow, Vinnie Integlia, Pat Volle, April Charpiot, Gail Herbert, Ramona Figueroa

All members agreed that the process to transition members/consumers back to the traditional system should wait until after the Care Agreement is drafted as this most likely will include responsibilities the consumer needs to meet for continued CDC participation. Each group made decisions on meeting dates and places and will have something to present at the next Cm Sub-Group Meeting. There will also be additional time to break into focus groups at the next meeting and continue working.

- The next Sub-Group meeting will be in on Tuesday, April 10th, at 11:30 and will be in the same location Meeting Structure/Format.

4. Action Items

<i>Action</i>	<i>Assigned to</i>	<i>Due Date</i>	<i>Status</i>
Both subgroups will meet and work on a draft before the next meeting.	All	4/10/2007	In Progress

5. Next Meeting

<i>Date:</i>	<i>Thursday, 3/1/2007</i>	<i>Time:</i>	<i>10:30 AM</i>	<i>Location:</i>	<i>DIRECT</i>
<i>Objectives:</i>	<ul style="list-style-type: none">PMO Introduction, Basics, and Maturity				